

**Town of Andover
Capital Improvement Projects Committee
Regular Meeting
Thursday, June 17, 2021**

Minutes

1. Meeting called to order 7:04 pm
2. Roll Call: Fred Oliver (chair), Shannon Loudon, Curt Dowling, Ed Sarisley, town administrator Eric Anderson
3. Public Comment: none
4. Additions or Changes to the Agenda: none
5. Approve Minutes of April Meeting: Ed Sarisley made the motion, Shannon Loudon seconded, and the motion passed with unanimous consent.
6. New Business
 - a. Library Masonry Work: The committee discussed the merits of three disparate proposals for the job, with the most salient differences being how to address deterioration of the upper masonry courses of the chimney and the ceramic liner in the flue serving the oil-fired furnace. The committee lacks the expertise to choose between the proposals. Therefore, a motion was made by Shannon Loudon to empower the Town Administrator to hire an independent expert (a licensed chimney repair contractor who will not bid for the job) to evaluate the condition of the chimney and flue and create a set of job specifications, which will form the basis of an RFP. Curt Dowling seconded the motion. The discussion highlighted the merits of this idea as having the scope of the work determined by an independent expert, which will allow the committee to choose between proposals based on the same set of specifications. The motion passed unanimously.
 - b. Community Center Update: Ed Sarisley informed us that information about the Community Center project is on the Town website.
7. Public Comment: none
8. Shannon Loudon moved to adjourn the meeting, and Curt Dowling seconded the motion, which passed unanimously. The meeting was adjourned at 7:46 pm.

Minutes recorded by Fred Oliver